

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 112**

# **Public Works**

## **Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, July 18, 2012, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member - excused  
Angie Homola, Member

**Staff:** Pam Dill

**Staff Present: Bill Oakes, Director, Devin Joslin, Connie Bowers, Pete Seybert**

**Others Present:** Elaine Marlow, Budget Director

**Roads:**

**Subject/Description:** Discuss Bid results for 2012 Profiled Plastic Line installation

**Attachment:** Bid Tabulation

**Action Requested:** Bill reported that both bids were over the Engineer's Estimate. He recommended rejecting both bids, re-scope project and go out for bid again next year.

**Follow Up:** Okay with Board.

**Subject/Description: Supplement No. 1 – Agreement no. LA-7003 – Hastie Lake Road & Zylstra Road Intersection Improvement Project/CRP 09-06; WO 458; Job No. 00439; Fed Aid No. HSIP-2015(007)**

**Attachment:** Memorandum & Supplement No. 1

**Action Requested:** Supplement No. 1 request WSDOT Highways and Local Program to release federal funds to cover anticipated right of way cost for the project; Supplement Cost: \$67,268.00(federal funds).

**Follow Up:** Okay with Board to move forward to a Monday agenda.

**Subject/Description:** Proposed Vacation of Smith Prairie Road

**Attachment:** Memorandum; maps & official request letter from Island Transit

**Information:** Vacate Smith-Prairie Road to allow for public access to a small park and ridge facility and provide Island Transit a secondary access to their facility.

**Follow Up:** Okay with Board to refer to Public Works Director for a report.

**Subject/Description: CRP 12-05 Initiation for East Camano Drive/Elger Bay Road/Monticello Drive Intersection Improvements**

**Attachment:** Memorandum; CRP Initiation

**Action Requested:** CRP 12-05 will continue the design process through plans, specifications, and estimates, including right of way acquisition and project construction; Total Appropriation: \$1,111,000.00.

**Follow Up:** Okay with Board to move forward to a Monday agenda.

**Subject/Description: CRP 11-01: IFAS No. 00972-0003; Fed Aid No. HSIP-000S(279); East Camano Drive/Elger Bay Road/Monticello Drive Intersection Improvements – Supplemental Agreement No. 3**

**Attachment:** Memorandum; Supplemental Agreement No. 3

**Action Requested:** Supplemental Agreement No. 3 supports the intersection improvements project through the bidding process. Total amount authorized is increased by \$117,681.85.



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Record @30:18

**Subject/Description:** Consider vacancy on the Lodging Tax Advisory Committee

**Attachments:** yes

**Action Requested:** The Board considered applicants for a vacancy on the Lodging Tax Advisory Committee.

**Follow up:** Okay to move recommendation forward to Monday's agenda.

**Subject/Description:** Consider vacancy on the Noxious Weed Control Board

**Attachments:** yes

**Action Requested:** The Board considered applicants for a vacancy on the Noxious Weed Control Board.

**Follow up:** Okay to move recommendation forward to Monday's agenda.

**Subject/Description:** Thank you letter to local responders

**Attachments:**

**Action Requested:** Letter of appreciation to local responders on the sinking and recovery of the FV Deep Sea

**Follow up:** Okay to move forward to Monday's regular agenda.

**WSU / Extension Services  
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, July 18, 2012, at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair      **Staff:** Pam Dill  
                                 Kelly Emerson, Member -excused  
                                 Angie Homola, Member

**Staff Present:** Lynette Goodell

**Others Present:** Elaine Marlow, Budget Director

Record @ 40:02

**Subject/Description:** Grant Agreement No. G1200

**Attachment:** draft agreement

**Action Requested:** Grant Agreement between the State of Washington Department of Ecology and Island County for Marine Resources Committee Operations; Terms of Agreement: July 1, 2012 – June 30, 2013; \$62,500.00.

**Follow up:** Okay with Board to move forward to a Monday agenda.

**Monthly Financial Reports  
From Auditor & Treasurer  
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, July 18, 2012, at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Kelly Emerson, Member – excused  
   Angie Homola, Member

**Present:** Ann LaCour, Ana María d Nunez, Treasurer

**Others Present:** Elaine Marlow, Budget Director

Record @ 42:32

**Subject:** Monthly Financial Report

**Attachment:** [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Island County Auditor  
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor on Wednesday, July 18, 2012, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Kelly Emerson, Member – excused  
   Angie Homola, Member

**Present:** Anne LaCour

**Others Present:** Elaine Marlow, Budget Director

Record @ 52:18

**Subject/Description:** Amendment No. 7 to HAVA Grant Agreement No. G-2840

**Attachment:** contract

**Action Requested:** Amendment No. 7 to HAVA Grant from the WA Office of the Secretary of State, Elections Division, for purchase and installation of an air conditioning and air filtration system for elections office space; purchase and installation of secure cages in the vault and processing room; and purchase of a mobile cart.

**Follow up:** Okay with Board to move forward to a Monday agenda.

**Commissioners Agenda  
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, July 18, 2012 at 10:05 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Kelly Emerson, Member – excused  
   Angie Homola, Member

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**Others Present:** Elaine Marlow, Budget Director, Anne LaCour

Record @ 57:23

**Subject/Description:** Main Street Sewer District – Resignation, appointment and election of District Commissioners

**Attachments:** Ltr dated 7/9/12

**Action Requested:** The Board received a letter from the Main Street Sewer District Commissioners advising them of their resignations as of August 15, 2012. The District Commissioners requested the Board appoint interim District Commissioners until the County holds an election for new District Commissioners. Three individuals have stepped forward to fill the vacant District Commissioner positions. RCW 42.12.070(3) states that the County Commissioners must appoint two qualified persons to the District Board of Commissioners and thereafter the two District Commissioners must appoint the third District Commissioner.

**Follow up:** Move forward with appointing two qualified District Commissioners once the Auditor's Office has verified the district boundaries.

**Budget Director/GSA/IT  
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, July 18, 2012, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member - excused  
Angie Homola, Member

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director

Record @ 01:04:10

**Subject/Description:** Misc updates

**Attachments:** none

**Information:**

- In June the County received \$63,000.00 in liquor revenue – County's share of the auction proceeds. The County will see an overall decrease in liquor profits of approximately \$35,000.00.
- Sales taxes are down – already budgeted a decrease of \$300,000.00 for 2012.
- Significant decrease in new construction revenue over last year.
  - 2011- \$50,000 in additional revenue
  - 2012 estimating half of that amount
- Rewriting job descriptions in GSA.
- Looking at alternatives for the County's burn permit program.
- Working on grant funding contract for the 2012 Whidbey Island Area Fair. With the disestablishment of the Island County Fair as an Island County government-owned and operated fair, this one-time Grant Funding Contract will replace a revolving loan agreement previously made available each year to the Island County Fair Association by

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the County. Funding was generated by fair activities operated by the Island County Fair Association. Amount: \$39,000 from the Island County Fair Fund

- Attending Risk Pool meeting next week.

## **Planning & Community Development Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, July 18, 2012 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** **Helen Price Johnson, Chair** **Staff: Pam Dill**  
**Kelly Emerson, Member - excused**  
**Angie Homola, Member**

**Staff Present: Bob Pederson, Director, Paula Bradshaw**

**Others Present: Elaine Marlow, Budget Director, Keith Higman, Bill Oakes**

Record @ 01:23:15

**Subject/Description: Department of Ecology's preliminary determination on Island County UGA for Phase II Municipal Stormwater permit**

**Attachment:** Ltr dated 6/7/12 from DOE to the BOCC

**Discussion:** DOE has completed the evaluation of the Island County unincorporated UGA of the city of Oak Harbor for coverage under the Western Washington Phase II Municipal Stormwater Permit and made a tentative determination not to list Island County as a new permittee in the final Phase II Permit to be reissued on August 1, 2012.

DOE provided four recommendations for Island County's stormwater management program in the UGA. Bob Pederson, Keith Higman and Bill Oakes addressed the recommendations that pertained to their specific departments.

**Follow up:** Keith Higman will draft a letter to DOE for the Chair’s signature thanking them for their input and noting that Island County will be mindful of the recommendations as they move forward.

## **Chairman's Agenda**

### **Summary Minutes**

The County Commissioners met during Chairman's portion of Work Session on Wednesday, July 18, 2012, at 3:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member -excused  
Angie Homola, Member

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**Present:** Jon Kaino, WCIF/WCIP Executive Director, Leanna Olive, WCIF/WCIP Senior Account Executive

**Others Present:** Members of the Wellness and Medical Committees

**Subject/Description:** Presentation on the new Wellness Program

**Attachments:** yes

**Information:** Jon Kaino, the new Executive Director for WCIF, presented to the Board and members of the Wellness and Medical committee, the new Live Well Wellness Program. Jon also briefly discussed changes in plan services in 2013 and an update on Willamette Dental.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Helen Price Johnson, Chair

*Kelly Emerson, Member – excused*

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Angie Homola, Member

ATTEST:

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Elaine Marlow, Clerk of the Board